IMPORTANT NOTICE FOR FLEXIBLE SPENDING PARTICIPANTS

Due to changes with the post office and the banking system, we must modify our deadlines for claim submission. Claims submitted after 2 pm will be processed the next business day. We hope this does not cause any inconvenience.

UNREIMBURSED MEDICAL PARTICIPANTS

SABC FLEXCard (Benefit Card) How it works.

Each member that is participating in the Unreimbursed Medical spending account and signed up for the debt card can now pay for their prescription at most retailers with the SABC FLEXCard. When you purchase prescription drugs at participating IIAS Merchant, you will swipe the card like any other credit card. Your eligible expenses will be paid and automatically deducted from your Unreimbursed Medical balance. Before filling your prescription, please make sure that the pharmacy that you use is on the IIAS merchant list.

To activate your card, please follow the instructions on the card by calling the 800 number. Or login to our website www.sabcflex.com and click on the card on the home page. This will bring to the card information page. Please click on the card next to card activation. When asked for your member id, type in the numbers 224 followed by your social security number (no dashes or spaces).

FILING MANUAL CLAIMS

All claims are processed the day they are received. Therefore, if you have an eligible expense that was not paid for using the FLEXCard, please go to our website and click on forms, then Request for Reimbursement. You may fax, mail or bring your receipts to our office (direction listed on website). If you fax, or we receive your request before 2pm, your reimbursement will be processed and reimbursement will be sent that same day. Associates that signed up for direct deposit will receive an email that evening stating that the funds have been wired to your account. Normally, they will arrive in your account the next business day. Remember reimbursements for dependent care expenses can only be made after the funds (deductions) have been received from UMMC. If you bring your claim to our office before 4pm, we can process your request and present a reimbursement check while you wait.